

Position: Physician's Assistant
Department: Black Hawk Health Center
Supervisor: Medical Director
Supervises: None
FLSA Status: Exempt

Position Summary:

The incumbent will provide comprehensive primary health care to all age groups including neonates, infants, children, adolescents, adults, and geriatric patients in the Black Hawk Health Center. The Physician Assistant (PA) under the direction and responsible supervision of a physician. PA's are academically and clinically trained to perform many of the routine but time-consuming tasks that physicians usually do, and are accountable for their own actions as well as being accountable to their supervising physicians.

Duties and Responsibilities:

- Examines patient, takes medical history, records results, and makes preliminary diagnosis or decides on follow-up procedures.
- Administers or orders diagnostic tests such as X-rays, electrocardiograms, and blood work, and interprets test results.
- Performs therapeutic procedures, such as immunizations, injections, suturing and wound care, and managing infection.
- Exercises professional judgment regarding consultation with supervising physicians concerning appropriate treatment.
- Develops and implements patient care plans, instructs and counsels patients, and records progress.
- Prescribes medications to the extent allowable by state guidelines and clinic regulations.
- Provides general health education regarding matters such as proper diet, family planning, emotional problems of daily living, and health maintenance.
- Assists physician, as required, for emergency treatment and more complex procedures.
- Accepts other duties as assigned by supervisor.

Knowledge & Skills

- Ability to identify a medical problem and determine appropriate action to meet the problem, including referral to a physician.
- Knowledge and understanding of the environment, principles, ethics, and special human relationships in the field of medicine.
- Knowledge of the medical, biological, and physical sciences related to the applicable area of medicine.

- Knowledge of and ability to perform specified diagnostic and therapeutic practices and procedures.
- Ability to work responsibly with physicians and other members of the medical team, and to deal effectively with patients.
- Ability to communicate effectively, both orally and in writing.

Education and Experience:

- Completion of a Bachelor of Science as Physician Assistant.
- National Commission of Certification of Physician Assistants (NCCPA) Certification.
- Oklahoma Medical License as a Physician Assistant.

Employee's Signature

Date

Supervisor's Signature

Date

Director's Signature

Date

Human Resources Signature

Date